Electronic Military Evaluations: Training Package

Section 7: Special Issues

Training Modules:

Section 1: Overview
Section 2: Changes in Evaluation Policy
Section 3: Changes in Evaluation Processing
Section 4: FCMP Portal Functions
Section 5: FCMP Evaluation Forms
Section 6: What does this version NOT have?
Section 7: Special issues
Section 8: Things to think about for a unit SOP/unit user manual
Section 9: AKO “My Forms” & Daily Business

Section 7

Joint / Non Army

- Some challenges but nothing that cannot be overcome.
- All users will be required to use updated versions of forms based on a revised regulation.
- Users will still have their current processing and submission procedures available concurrent with the new electronic method

- Challenges exist: for non-CAC holders, non-Army rating officials without AKO access, classified networks, networks that are not supported by Army installations.
- Enterprise software is for those who support the Army. There is a package available for joint units.
- What is coming - long term: making sister Service access easier.

- When going electronic you can fill out as much as possible within the electronic version using a variety of methods; but, once printed, it stays printed and must be submitted in paper.

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Section 7

Classified Reports

- Currently not behind the classified AKO.
- All users will be required to use updated versions of forms based on a revised regulation.
- Users will still have their current processing and submission procedures available concurrent with the new electronic method.
- When going electronic, you can fill out as much as possible within the electronic version using a variety of methods; but, once printed, it stays printed and must be submitted in paper / hard copy.
- Once FCMP is on the SIPRNET users (after using the system to complete the report) will still need to submit to HQDA in hardcopy format as there can be no connection between SIPRNET and unclassified systems.

Section 7

Digital Signatures

- Need to have a Common Access Card (CAC) and reader.
- Authorized to sign only with CAC if using fully electronic forms (no other local means of applying electronic signature.
- Automatically dates the form when digitally signed.
- Digital signature prints users name in signature block on form and adds date.
- Digital signature “associates” information associated with the signer’s role. For example: it associates rater’s narrative and box checks when rater signs.
- Anyone who changes “frozen” information later will invalidate the appropriate signature and the rating official will have to re-sign.
- See items for consideration on ways to use this system when someone doesn’t have a CAC or access to AKO.
- What’s next? We will lock down all admin information.